



**Lowell Public Schools**  
**Dr. An Wang Middle School**

365 West Meadow Road

Lowell, MA 01854

Matthew C. Stahl  
Principal

Matthew D. Santy  
Assistant Principal

Tel: (978) 937-7683

Fax: (978) 937-7680

December 7th, 2022

Dr. Joel Boyd  
Superintendent of Lowell Public Schools

Lowell Public Schools  
Henry J. Mroz Central Administration Office  
155 Merrimack Street  
Lowell, MA 01852

Dear Superintendent Boyd & School Committee Members,  
The 8<sup>th</sup> grade students at the Dr. An Wang Middle School would like permission to travel to Washington D.C. through Capital Tours, Inc. The trip will take place at the conclusion of the 2023 MCAS. The trip will take place Tuesday, May 30, 2023 through Friday, June 2, 2023. The trip is all inclusive and costs \$714.00 per student (see attached itinerary). Fundraising activities will be held throughout the school year to defray the cost of the trip for all participating students. This trip is at no cost to the Lowell School Department or the City of Lowell. Attached please find the parent letter, proposed itinerary, and the optional trip cancellation insurance.

There will be a minimum of 35 students who travel to Washington D.C. along with four chaperones who at this time include: Kathy Clark, Social Studies Teacher, Matthew Palmer, Social Studies Teacher, and Alison Kuzara, Social Studies Teacher. Naturally, if more than 35 students participate in this opportunity, additional staff chaperones will attend. There is no fee for chaperones and substitutes will not be needed in teachers' absence from school.

Although students will be missing 2 days of school, the trip to Washington D.C. will enhance their understanding of multiple standards identified in the Massachusetts History and Social Science Curriculum Frameworks, U.S. History Learning Standards, most especially: **USI.11** Describe the purpose and functions of government. **USI.13** Explain why the United States government is classified as a democratic government. **USI.14** Explain the characteristics of American democracy, including the concepts of popular sovereignty and constitutional government, which includes representative institutions, Federalism, separation of powers, shared powers, checks and balances, and individual rights. **USI.15** Explain the varying roles and responsibilities of federal, state, and local governments in the United States.

Thank you for taking the time to consider this request.

Sincerely,

  
Matthew C. Stahl  
Principal

Take PRIDE Today  
<http://wang.lowell.k12.ma.us>



# CAPITAL TOURS, INC.

200 Merrimack Street, Suite 401 • Haverhill, Massachusetts 01830 • Tel (978) 373-9140

[www.capitaltours.net](http://www.capitaltours.net)

October 20, 2022

## DR. AN WANG SCHOOL/ BUTLER MIDDLE SCHOOL "PROPOSED" WASHINGTON, DC ITINERARY

Day 1	6:00 AM	Departure from school
Tuesday		Lunch enroute (group's expense)
May 30, 2023	4:30 PM	Meet with escort - dinner Ronald Reagan Food Court ( \$15.00 stipend )
	5:45 PM	Jefferson Memorial, Lincoln Memorial, Vietnam Memorial, Korean War Veterans Memorial
	8:30 PM	Check in at the Best Western - Springfield, VA*
Day 2	6:30 AM	Breakfast at the hotel
Wednesday	8:00 AM	Mount Vernon - Washington's Estate (if available)
May 31, 2023	11:00 AM	Lunch at L'Enfant Plaza
	12:15 PM	International Spy Museum (if available)
	2:15 PM	Group picture at the Capitol Building, U.S. Capitol Building Tour (if available), U.S. Supreme Court, Library of Congress
	4:00 PM	National Museum of African American History & Culture (if available)
	6:00 PM	Dinner at Harriet's Family Restaurant
	7:00 PM	9/11 Pentagon Memorial, FDR Memorial, Martin Luther King, Jr. Memorial, World War II Memorial
Day 3	7:00 AM	Breakfast at the hotel
Thursday	8:00 AM	Arlington National Cemetery with the wreath laying ceremony (if available), Iwo Jima Memorial
June 1, 2023	10:00 AM	White House Tour (if available)
	11:00 AM	Sightseeing on the Smithsonian Mall. Lunch at the group's convenience (stipend to be provided). During this time, Capital Tours recommends visiting the following museums which have historically been of the greatest interest to students: Museum of American History and Museum of Natural History, National Air & Space Museum.
	3:30 PM	U.S. Holocaust Museum - Permanent Exhibit (if available)
	5:30 PM	Dinner at the Pentagon City Mall
	7:00 PM	Ghost Tour of Alexandria
Day 4	7:00 AM	Breakfast at the hotel and check out
Friday	8:30 AM	Depart Washington
June 2, 2023	12:30 PM	Lunch enroute (stipend to be provided)
	6:30 PM	Estimated arrival in Lowell

\* Best Western - Springfield  
6721 Commerce Street  
Springfield, VA 22150  
Tel. (703) 922-6100

# FIELD TRIP REQUEST FORM

(Must be turned in 4 weeks in advance, with field trip checklist attached)

A trip is considered an official Dr. An Wang Middle School field trip when it is connected to any  
(School's name)

class, student activity, club, sport or special program whether they occur on a school day or on a weekend.

A field trip form MUST be filed with the Principal's signature (4) weeks prior to the event. The Principal's signature is required for ALL trips. *Keep a copy of this request for your files.*

Name: Alison Kuzara Date: 12/7/22

Name and cell phone # of staff member on trip: (978) 761-7307

Date of the trip: May 30, 2023 - June 2, 2023

Hours: Leaving: 5/30/23 @ 6 AM Returning: 6/2/23 @ 6:30 PM

Number of Students: 35 Number of Chaperones: 3

Description of Field Trip: Educational trip to Washington D.C. to deeper explore and understand our government.

Type & Number of Vehicles: 1 (Charter Bus) Approximate Mileage: 450 miles

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Charges to Student (p/p): \$714 Charge to School Dept.: \$0

Transportation: Charter Bus Transportation: Charter Bus via Capital Tours

Entry Fees: Included in fee Entry Fees: —

Meals: Included in fee Meals: —

How many substitute teachers are you requesting?: 3

☒ Full Day or Specific Times: From: \_\_\_\_\_ To: \_\_\_\_\_

You are required to meet the following conditions:

- Obtain parental and teacher permission
- Obtain volunteer/parent CORI forms and submit to H.R. office (4) weeks prior
- Notify Principal of students attending
- Meet all requirements of the field trip site
- File a post-trip report to the Principal
- Arrange for students to be returned to school/home

Reviewed/Approved by: [Signature]  
Principal:

Date: 12.7.22